



City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
Mardi Turner, Mayor Pro Tem
Bob Higley, Councilmember
Kellye Burke, Councilmember
Kevin Boyle, Councilmember

STAFF

M. Christopher Peifer, City Manager
Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

City Council Meeting Agenda

Notice is hereby given of a workshop and regular City Council meeting of West University Place to be held on **Monday, December 3, 2018** beginning at **5:00 p.m.** in the **Municipal Building** located at 3800 University Boulevard, West University Place, Texas, for the purpose of considering the following agenda items

Note: All agenda items are subject to action. The City Council reserves the right to meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

WORKSHOP (Council Chambers at 5:00 p.m.)

Call to Order
Matters related to notice of this meeting

1. Convene into Executive Session (Council Conference Room)

Notice is hereby given that the City Council will convene into executive session in accordance with the following provisions of Chapter 551 of the Texas Government Code:

Section 551.074 – Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager

Section 551.072 – Discuss the value, sale, purchase, exchange or transfer of real property with the City.

Section 551.071 – Consult with legal counsel to seek or receive legal advice.

2. Reconvene Workshop

Matters related to any action resulting from the executive session.

3. Adjourn Workshop

REGULAR MEETING (Council Chambers at 5:30 p.m.)

Call to Order
Matters related to the notice of this meeting
Pledge of Allegiance – Cub Scout Pack 266 will lead the Pledge.

4. Public Comments

This is an opportunity for citizens to speak to Council relating to agenda and non-agenda items. If the topic the speaker wishes to address is on the agenda, the speaker can either speak at this time or defer his/her comments until such time the item is discussed. Speakers are advised that comments cannot be received on matters which are the subject of a public hearing once the hearing has been closed. Public comments must be kept relevant to the subject before the Council. The presiding officer shall rule on the relevance of comments. Persons making irrelevant, personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment before the Council during the meeting. Speakers are required to register in advance and must limit their presentations to three minutes each.

5. Recognition of Principal John Threet

Matters related to a proclamation recognizing Principal John Threet for his services to West University Elementary and the community. *Recommended Action: Proclaim December 3, 2018 as John Threet Day.* **Mayor Susan Sample**

6. Updates on City Marketing and Communication Plans

Matters related to the City's plans relating to marketing and communications. *Recommended Action: Hear updates from the Communications Director and take any desired action.* **Ms. Patti Jett, Communications Director**

7. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. City Council Minutes

Approve City Council Action Minutes of November 12, 2018. *Recommended Action: Approve Minutes.* **Ms. Thelma Gilliam, City Secretary** [see Action Minutes]

8. Adjourn

NOTE: Immediately following adjournment of the Council meeting, City Council will attend the Christmas tree lighting events at 6104 Auden (approximately 6:00 p.m.).

In compliance with the Americans with Disabilities Act, if you plan to attend this public meeting and you have a disability that requires special arrangements, please contact City Secretary Thelma Gilliam at 713.662.5813 at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist in your participation in the meeting. The Council Chambers is wheel chair accessible from the west entrance and specially marked parking spaces are available in the southwest parking area. Special seating will be provided.

I certify that the attached notice and agenda of items to be considered by the West University Place City Council on December 3, 2018 was posted on the Municipal Building bulletin board on November 29, 2018 at approximately 1:30 o'clock p.m.

(SEAL)



Thelma A. Gilliam, TRMC, CMC, City Secretary

City of West University Place

Proclamation

JOHN THREET DAY **December 3, 2018**

WHEREAS the month of October 2018 was designated “National Principals Month” in coordination with the efforts of the National Association of Elementary School Principals, the American Federation of School Administrators, and the National Association of Secondary School Principals; and

WHEREAS it is timely to recognize the vision, dedication, and determination of Principal John Threet, who is the mobilizing force behind the exemplary standards at West University Elementary; and

WHEREAS Principal Threet is not only an educational visionary that is entrusted with the education and development of young people, he is also an instructional leader, assessment expert, disciplinarian, community builder, public relations expert, budget analyst, and facility manager – amongst many other things; and

WHEREAS Principal Threet sets the academic tone for West University Elementary and works collaboratively with teachers to develop and maintain high curriculum standards, develop mission statements, and set performance goals and objectives to achieve educational excellence; and

WHEREAS the West University Place community is thankful that Principal Threet followed in his father’s footsteps to become an educator and that those footsteps led him to West University Elementary; and

WHEREAS it is a privilege to recognize Principal Threet for his contributions to the success of West University Elementary by following his own philosophy – “education is the single-most important task in our society. We are charged with leading students to a successful future.”

THEREFORE, BE IT RESOLVED –

that in honor of the excellent leadership Principal Threet has shown the students, faculty, staff and parents of West University Elementary, the City Council of West University hereby designates December 3, 2018 as **“JOHN THREET DAY”** in the City and urges residents to join in celebrating his twenty-three years of service to the children of West University Elementary and the West University Place community.

In Witness Whereof, I have hereunto set my hand and caused this seal to be affixed on December 3, 2018.

Mayor Susan Sample



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DRAFT

CITY COUNCIL ACTION MINUTES

The City Council of the City of West University Place, Texas, met in regular session on **Monday, November 12, 2018**, in the Municipal Building, 3800 University, West University Place, Texas beginning at approximately **6:30 p.m.**

Workshop Agenda:

Call to Order. Mayor Sample called the meeting to order at approximately 5:45 p.m. in the Council Chambers. Council and Staff in attendance were: Councilmembers Burke, Higley, and Turner, City Manager Peifer, City Attorney Petrov, City Secretary Gilliam, and Human Resources Director Urban

1. Stay Loyal to Local Business Proclamation

Matters related to the presentation of a Proclamation to the Bellaire Business Association to support its campaign to support local area businesses. **Mayor Sample**

Mayor Sample proclaimed November 12, 2018 as "Stay Loyal to Local Business" Day in West University Place.

2. Public Comments

This was an opportunity for citizens to speak to Council relating to agenda and non-agenda items.

Alida Drewes, 6112 Fordham Street, spoke on various issues.

3. Selection of a Mayor Pro Tem

Matters related to selecting a Mayor Pro Tem. *Recommended Action: Discuss and take any desired action.*
City Council

Mayor Sample moved to select Councilmember Turner as Mayor Pro Tem. Councilmember Higley seconded the motion. **MOTION PASSED.**

Ayes: Sample, Turner, Boyle, Burke, Higley
Noes: None
Absent: None

4. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. City Council Minutes

Approve City Council Regular Meeting November 5, 2018. *Recommended Action: Approve Minutes.*
Ms. Thelma Gilliam, City Secretary

Councilmember Higley removed the Minutes from the agenda for discussion related discussion regarding the City Manager search. Mayor Sample the Minutes reflect what was said in the meeting so his concern would be a separate agenda item.

Councilmember Burke moved to approve the Minutes as they were presented. Mayor Pro Tem Turner seconded the motion. **MOTION PASSED.**

Ayes: Sample, Turner, Boyle, Burke, Higley
Noes: None
Absent: None

5. Adjourn

With no other matters before Council, Councilmember Higley moved to adjourn the meeting at approximately 7:05 p.m. Councilmember Burke seconded the motion. **MOTION PASSED.**

Ayes: Sample, Turner, Boyle, Burke, Higley
Noes: None
Absent: None

Prepared by: Thelma A. Gilliam, City Secretary

Council Approved: